



IOWA TELECOMMUNICATIONS AND TECHNOLOGY COMMISSION

Richard L. Bruner
CHAIR

Kathleen Kohorst
Kelly Dolan Lange

Timothy L. Lapointe
Mary Sellers

Mary Mosiman
Robert von Wolfradt

RIC LUMBARD, EXECUTIVE DIRECTOR

GOVERNOR TERRY E. BRANSTAD LIEUTENANT GOVERNOR KIM REYNOLDS

Iowa Telecommunications & Technology Commission

Grimes State Office Building, 1st Floor

400 E. 14th Street, Des Moines, IA 50319

April 20, 2016

To ensure the most efficient use of State resources, the April 20, 2016 ITTC meeting was held via telephonic conference pursuant to Iowa Code section 21.8. A telephonic conference also ensured more Commissioners were able to participate in the meeting and reduced the risk of delays caused by weather or other impediments to travel. The meeting was accessible to members of the public through attendance via phone bridge.

I. Roll Call:

- **Commissioners Present:**

Richard Bruner, Chair
Kelly Dolan Lange, Member (phone)
Kathleen Kohorst, Member (phone)
Timothy Lapointe, Member (phone)

- **Commissioners Absent:**

Mary Sellers, Member
Mary Mosiman, Ex-Officio
Robert von Wolfradt, Ex-Officio

- **Iowa Communications Network Staff Present:**

Ric Lumbard, Executive Director
Mark Johnson, Chief Administration Officer
Deb Evans, Chief Financial Officer
Philip Groner, Chief Operating Officer
Jessica Jensen, Executive Administrator (Recorder/Minutes)
Randy Goddard, Business Services Bureau Manager
Scott Pappan, Engineering Bureau Manager
Mike Cruise, Finance Bureau Manager

- **Guests:**

No Guests

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Grimes State Office Building, 400 E. 14th Street, Des Moines, IA 50319 Phone: 515-725-4692 Fax: 515-725-4727 www.icn.iowa.gov



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II. Call to Order

- Chairperson Bruner called the meeting to order at 10:31 am. It was noted that a quorum of members were not present for the meeting. Commissioner Lapointe subsequently joined and it was noted that a quorum was present.

III. Approval of March 17, 2016 Meeting Minutes

- Chair Bruner requested to approve the March 17, 2016 Meeting Minutes. Commissioner Kohorst moved to approve the minutes. Commissioner Lange seconded the motion. The motion passed unanimously.
 - Commissioner Kohorst - Yes
 - Commissioner Lange - Yes
 - Commissioner Lapointe - Yes
 - Commissioner Bruner - Yes

IV. Approval of March 24, 2016 Meeting Minutes

- Chair Bruner requested to approve the March 24, 2016 Meeting Minutes. Commissioner Kohorst moved to approve the minutes. Commissioner Lange seconded the motion. The motion passed unanimously.
 - Commissioner Kohorst - Yes
 - Commissioner Lange - Yes
 - Commissioner Lapointe - Yes
 - Commissioner Bruner - Yes

V. Old Business:

- **FirstNet Update – Ric Lumbard**

FirstNet hosts two SPOC (State Point of Contact) meetings, one in the spring and one in the fall. There were 54 states and territories in attendance to the Spring SPOC meeting. The first area that is going to be covered is the FirstNet state plan and the development

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and delivery process. FirstNet has currently released a RFP looking for a nationwide vendor who can provide oversight, guidance, and delivery for the entire public safety wireless broadband network. The RFP will close on May 31, 2016.

Once a vendor is selected, FirstNet will go through the process of developing each state plan. The FirstNet state plan is separate from the core. The core is FirstNet's and the RAN (Radio Area Network) is the cellular network. The RFP and the state plans are to develop the RAN. The core is in the RFP, but that portion is owned and managed solely by FirstNet.

FirstNet's responsibility is to develop the core and lease out the spectrum. Once the RFP is complete, FirstNet will start developing the core and the prime vendor will start developing the state plans.

Once the draft plan is provided to the state, each state may choose whether to opt-in or opt-out. A state can discuss with FirstNet regarding the state plan draft if changes are needed.

All 55 states and territories will receive the state plans simultaneously. From that point there will be 90 days to respond to the presented state plan. The states don't expect this portion of the process to take place until 2017. From this point the Governor of each state may choose to opt-in, opt-out or stay silent regarding the FirstNet network, and that will default to an opt-in decision if a state stays silent.

There are some valid reasons to opt-out. One reason would be if the state plan did not provide the coverage that was desired. Another reason would be if the prime vendor decided to ignore the private sector telecommunications in the state. The State of Iowa would not view that as a healthy decision.

COMMENTS:

Lange: When the vendor is chosen is it solely by each state or is it overall 55 states and territories?

Lumbard: The vendor would have oversight over all 55 states and territories. The prime will have to contract and subcontract.

Bruner: It sounds like the big unknown is how the prime is going to come out with the states' plan and what it is going to include.

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Lumbard: We do know that FirstNet has instructed the prime vendor in their response that they are to build the state plans in accordance with the responses of all the data that was assimilated in 2014 and 2015.

There are discussions in the NG911 (Next Generation 911) community where they are looking at interoperability at a national level. It is about 3 years behind the FirstNet process and is different simply because it is governed more at a local level.

An additional piece regarding state plans is the devices that will be used. Manufacturers are starting to integrate band class 14 into new devices and raise the grade level of the devices. There is a different type of phone that will need to be developed for this work. There will be an app store that FirstNet will provide for public safety and other interop apps.

The last part of this is federally recognized tribes that don't have representation at a Federal Level for communications. It will be the states responsibility and the Iowa FirstNet Broadband committee to complete outreach to the tribes in the State of Iowa. ICN has experience in working with the Meskwaki tribe which was a sub-recipient in ICN's BTOP grant. ICN would like to build on that relationship and FirstNet is willing to send representatives to Iowa to help with the outreach. The final piece is the opt-out piece of the FirstNet discussion. I felt it necessary as the FirstNet Broadband Committee chair to know what other states are talking about in the opt-out discussion. The Committee needs to provide our Governor with a complete perspective, so that he is able to speak to all points of the FirstNet discussion. The Committee created a task force to research and gain information regarding the opt-out options.

- **ICN Cyber Policies – Phil Groner**

Ryan Mulhall is the new security bureau chief. He and his team have played an integral part in getting the ICN into compliance with the OCIO's annual security compliance audit. For the first year, the ICN was in compliance with the OCIO, with one variance due to the Voss video scheduling system. There are other systems being reviewed that would be IP enabled, and would meet compliance requirements.

ICN has implemented four policies: 1. Information Security Policy, 2. Removable Media Policy, 3. Mobile Device Standard Security Policy, 4. Password and Authentication Policy. The policies have been distributed to all ICN staff and will be recertified annually. Each employee will acknowledge review and receipt of the policies.

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By hiring a security bureau chief, establishing compliance with the Security Compliance Audit, and enactment of the security policies is how the ICN is pushing into the goal to become a secure, engaged and compliant cyber environment. ICN will also be tightening up some internal security, as well, as providing future security services to customers.

COMMENTS:

Bruner: The Commission is looking forward to meeting Ryan.

Groner: Ryan is on active duty with the National Guard. He operated the largest network in Afghanistan. He has much history with IP and very solid background in cyber security.

Bruner: I'm looking forward to meeting Ryan. Does ICN anticipate providing cyber security products to our customers?

Groner: Yes, since conception of the security bureau, ICN has intended to provide security services to our customers.

VI. New Business

• Finance Update – Mike Cruise

MARCH FINANCIALS

- Monthly increase in cash from operations of \$611,175.00. That gives a year to date total of \$2.3M, which compared to last March is \$969,000.00 higher.
- Revenue is approximately 4.1% above last year.
- Direct expenses are 2.3% below FY15.
- Indirect expenses are 7.3% below FY15.
- General and administrative expenses are 3.7% above FY15.
- Overall margin is 73.8%, whereas FY15 it was at 72.1%.

COMMENTS:

Bruner: Excellent report.

• Legislative Update – Mark Johnson

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The security procedures/emergency preparedness administrative rule is in place and effective as of March 25, 2016. This rule will protect security information from disclosure. ICN will provide a guidance document internally and a process for review if we do receive a request for information that is questionable to the security of the network.

The infrastructure bill includes ICN's appropriation request of \$1.1M and ICN's contracting language. It looks as though the legislature may be able to adjourn next week. There are some major needs on the capitol complex with existing structures, but those are currently being considered in the infrastructure bill.

COMMENTS:

Bruner: Who determines what is under protection from disclosure?

Johnson: It lands under ICN's communications section and that area of the agency is under my leadership. Then each bureau will provide the requested information.

Lumbard: We want to protect our security risks.

Bruner: Great idea it's just a process that we will have to work our way through.

- **Organizational Update – Ric Lumbard**

The new organizational structure includes Phil Groner as the Chief Operating Officer. ICN has added two bureau chiefs, Ryan Mulhall and Randy Goddard. Randy returns from Iowa Homeland Security & Emergency Management.. We are excited to have him back at the ICN and have him as part of the leadership structure of the ICN.

COMMENTS:

Bruner: Welcome aboard Randy. We are looking forward to next month when the Commission can meet them all face to face.

VII. Adjournment

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Commissioner Kohorst moved that the meeting be adjourned. Commissioner Lapointe seconded the motion. The ITTC meeting adjourned at 11:14 am.

ATTESTED TO:

Richard Bruner, Chair, Iowa Telecommunications and Technology Commission

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